



**PEAK
DISTRICT**
NATIONAL
PARK

INVITATION TO RENTAL TENDER

PEAK DISTRICT NATIONAL PARK AUTHORITY

**THE REFRESHMENT ROOM
MILLERS DALE STATION
MONSAL TRAIL**

2023-2026

INTRODUCTION

The Peak District National Park Authority wishes to provide for visitors to Millers Dale Station & Goods Shed and Monsal Trail a refreshment service that supports the local economy in a variety of ways – by employing local people, using locally produced foods or ingredients and using Fairtrade products where possible.

The Millers Dale Station Refreshment Room is situated within the Authority's Millers Dale Station pay and display car-park (Grid Reference: SK 1383 7325, What3words:\\ lemmings.pads.outs), about 8 miles east of Bakewell, as shown edged blue on the plan in Appendix 1 of this document. The site is situated along the Monsal Trail and also provides public toilets.

Visitors can also visit the newly refurbished Goods Shed. The once derelict goods shed is now home to pictures and personal stories of this once busy train station and of the area's rich history. The Refreshment Room is located in the old railway building adjacent to the Goods Shed. Please see location plan and pictures at **Appendix 1**.

The Monsal Trail is an extremely popular multi-user recreational trail which extends for 8.5 miles from Coombs Road, Bakewell to Blackwell Mill, Chee Dale, near Buxton. The trail is used by cyclists, walkers and horse riders and is popular with locals and tourists. Within the car park there are parking spaces for around 80 vehicles. In addition, many visitors pass by the site whilst travelling along the trail. In 2021, our visitor counters on the Monsal Trail registered over 250,000 people movements at Millers Dale. That figure excludes those visitors who arrived at the car park, had a drink or ice cream and then went home without venturing onto the Trail which would potentially make the 2021 figure greater.

We want to ensure that our visitors have a great experience with us and we ask that our Refreshment Rooms meet the same standards to keep all users safe and to protect the special places we look after.

The self-contained Refreshment Room comprises of 3 tastefully decorated seating areas accommodating up to 40 covers with log-burner, fully equipped catering kitchen, serving counter, storage area and staff toilet. Central heating is supplied by our on-site biomass heating system. A full list of kitchen equipment, is available in Appendix 1 of the draft Lease. A security alarm system is installed to protect the Refreshment Room when closed. (Please see the floor plan of the café in **Appendix 1**).

Externally customers will have access to 8 six seater picnic benches and a large informal area where refreshments can be consumed.

PURPOSE OF THE TENDER

The Invitation to Rental Tender is to provide a rental tender for:

A lease of the Refreshment Room at Millers Dale Station, together with the provision of a food and beverage service.

INFORMATION REQUIRED IN THE TENDER SUBMISSION

Tenders are invited for the sale of refreshments during the hours of daylight only at the Refreshment Room, Millers Dale Station. The successful tenderer will be offered a lease from 1st April 2023 until 31 March 2026 providing that the Authority is satisfied with regard to standards of provision and presentation, to be monitored through spot checks conducted by the Authority and reviewed periodically at meetings between representatives of the Authority and the lessee to assess compliance with the conditions of the Lease during the term.

The Authority is seeking tenders from interested parties to provide for visitors to Millers Dale Station, a refreshment service that supports the local economy in a variety of ways – by employing local people, using locally produced foods or ingredients and using Fairtrade products where possible. The Authority is looking for applicants who can demonstrate that they make efforts to use locally sourced produce especially that which guarantees local traceability. Details of local suppliers who have the Environmental Quality Mark (EQM) Membership can be viewed on the EQM website at www.peakdistrict.gov.uk/eqm. The use of Fairtrade products will also be welcomed.

Special consideration will also be given to tenderers who aim to minimise the amount and type of waste it produces from the services, recycle waste and use recyclable products wherever possible.

PARTICULARS

The tendered sum will be the annual rental amount for the term of the Lease. Rent will be payable in four quarterly instalments in advance. The first payment will be calculated on a pro rata basis. The Lessee will pay all outgoings including business rates in respect of the Refreshment Room.

The respective covenants on the Authority, the successful tenderer and on both parties jointly, with regard to the occupation and use of the Refreshment Room, are contained in the draft lease available with this Invitation to Tender. The Authority reserves the right to make changes to the draft lease and issue a revised lease for both parties to agree.

The Lessee will be responsible for all electricity used as recorded by the Refreshment Room sub meter and this will be recharged at quarterly intervals, or such other longer interval at the discretion of the Authority.

The successful tenderer should provide a regular service at the site, especially at the weekends and during the school holidays. The Refreshment Room must be open during the following times as a minimum, subject only to seriously adverse weather conditions:

- Easter to 30th April: 10.00am to 5.00pm at weekends
- 1st May to 31st August: 10.00am to 5.00pm every day
- 1st Sept to 31st October: 10.30am to 5.00pm at weekends
- 1st November to Easter: At the licensee's discretion
- For the duration of major and local recreational events – the dates, timings and estimated number of participants will be advised by the Authority in advance to facilitate service provision at the Refreshment Room. The Lessee will liaise with the Authority regarding provision for special events and activities taking place on the trails.

The following food and drink may be sold from the Refreshment Room:

- a. Non-alcoholic drinks and beverages
- b. Hot and cold food inc. pies, pasties
- c. Ice cream, sandwiches, cakes, biscuits, sweets etc.

Save for the refreshments referred to above the only products that may be sold by the Lessee are those provided by the Authority being publications, leaflets, maps (which must be sold on a sale or return basis on behalf of the Authority) or other products by prior agreement with the Authority.

Promotional material must of a high standard and displayed as follows:

- a. Printed material must be typed (not hand written)
- b. Menu boards must be neatly chalked (where used).
- c. Signs, flags and A boards will be displayed by prior arrangement with the Authority and will be stored in the Refreshment Room overnight/when closed.

The Tenant shall provide visitor information as set out in the Landlord's Invitation to Tender and the Tenant's Tender. Arrangements and training for the provision of Visitor Information Services will be in agreed prior to the commencement of the Permitted Use.

By prior agreement between the parties, the Tenant may sell retail items on behalf of the Landlord in which event arrangements and training for the sale of retail items on behalf of the Landlord will be in agreed prior to the commencement of such sales.

The successful tenderer will be expected to possess the basic Food Hygiene Certificate or be taking immediate steps to obtain it, as law now requires this for people handling food for public consumption. The Lessee will be requested to provide a copy of this to the Authority on a yearly basis.

On site is the newly renovated Goods Shed which details the history of this once busy railway station. The Lessee is required to open the Goods Shed to allow public access whenever the Refreshment Room is open, and to shut and lock it on leaving the site each day.

The Tenant will also be responsible for cleaning and carrying out regular checks on the public toilet facilities within the Millers Dale Station during the hours that the Refreshment Room is open to ensure high standards of cleanliness are maintained.

As a minimum, the toilets will be cleaned at least once a day and again if they are considered to require it. The toilet facilities will be checked throughout the day as follows:

- a. Cleaned once a day and further checked/cleaned 3 times a day during the period Easter to end October;
- b. Cleaned once a day and further checked/cleaned 3 times a day (weekends only) for the period beginning November to Easter.
- c. Cleaned once a day (weekdays only) for the period beginning November to Easter.

The Tenant will keep a record of such checks and will produce these to the Authorised Officer on request.

The schedule of cleaning is available in Appendix 3 of the draft Lease.

These particulars do not constitute an offer of, nor form any part of, a contract.

Tenderers will be responsible for reimbursing the Authority's costs incurred in taking up Bank References.

A copy of the tenderer's public and employers' insurance policy must be sent to the Authority with the signed Form of Tender.

The information contained within this Invitation to Tender is given in good faith but cannot be guaranteed. Tenderers should assure themselves of the accuracy of any of the information contained herein by inspections and enquiry.

TENDER QUERIES

Please refer any enquiries to Catherine Johnson by tel. 01629 816 280 or email catherine.johnson@peakdistrict.gov.uk.

To obtain the full Tender Pack that contains the following information:

1. Terms & conditions and tender instructions
2. Form of tender
3. Draft lease
4. Key performance indicators
5. Non collusive tendering certificate

Please email Catherine Johnson on catherine.johnson@peakdistrict.gov.uk to register your interest

There should be no other contact with the Authority on this matter. Any direct contact shall result in your exclusion from this Tender.

Please be aware that any queries or clarifications, together with our response may, to ensure transparency and fairness, be circulated to all undertakings expressing an interest on an anonymised basis. If you consider that your query discloses commercially confidential information you must, with or upon your query, clearly indicate which information you consider is commercially confidential and why. The Authority will then exclude this information from any circulation. Blanket statements indicating commercial confidentiality will be ignored.

APPENDIX

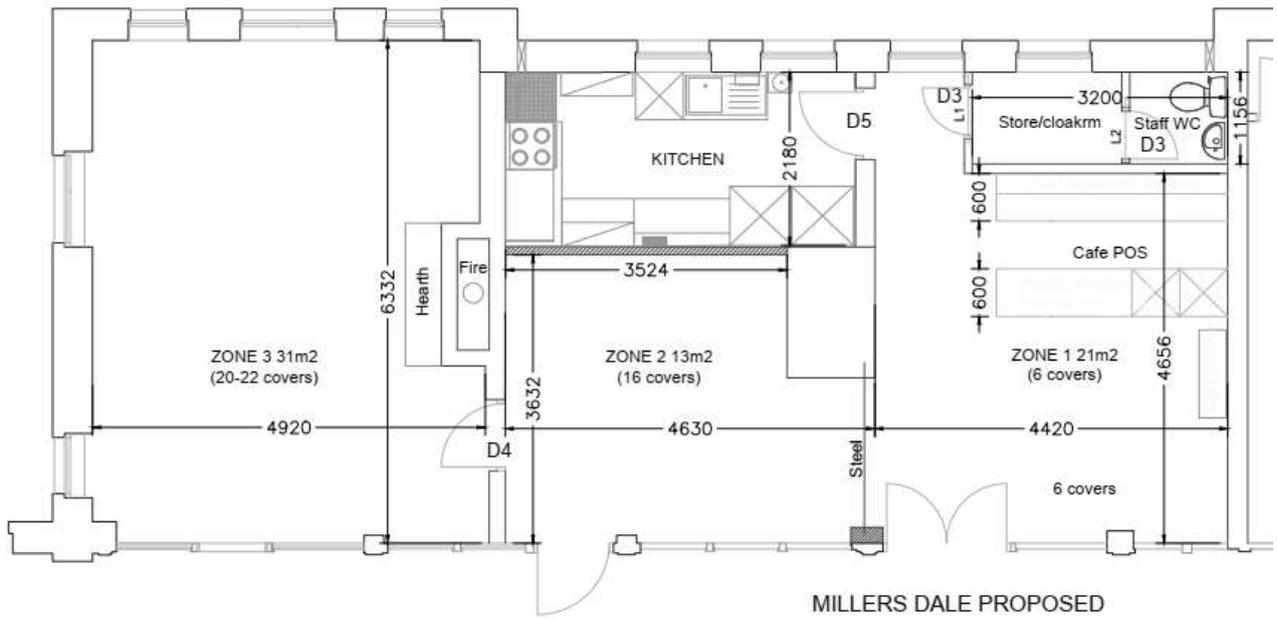
Car Park Location Map:



Concession Location:



Concession Floor Plan



Concession



Goods Shed:

